

Keyboarding Rubric

Technique

10	9	8	7	6	5
Student sits in chair correctly using proper leg and back posture . Wrists and hands reach using the proper position. Uses the home keys and correct finger movement . You use touch key typing and never look at the keyboard. Huge improvement that shows in accuracy and speed.	Demonstrates the proper techniques and posture most of the time. Use touch key typing and rarely looks at the keyboard. Making above average improvements in accuracy and speed.	Demonstrates the proper techniques and posture most of the time. Use touch key typing and sometimes looks at the keyboard. Making average improvements in accuracy and speed.	Demonstrates the proper techniques and posture some of the time. You sometimes use touch key typing and often look at the keyboard. Making some improvements in accuracy and speed.	Demonstrates the proper techniques and posture little of the time. Rarely uses touch key typing and most often is looking at the keyboard. Making small improvements in accuracy and speed.	Demonstrates the proper techniques and posture very little of the time. Rarely uses touch key typing and most often is looking at the keyboard. Making hardly any improvements in accuracy and speed.

Work Ethic

5	4	3
Does not cause problems! Immediately enters classroom and begins practicing. Works independently, and makes a honest effort to improve his/her skills.	Begins practicing as soon as bell rings, and works diligently.	Takes time getting started and distracts others. Complains about practicing and improving his/her skills

Speed

5	4	3
Gross Words Per Minute 40+	GWPM 20 - 30	GWPM Less than 20

Accuracy

5	4	3
Few to no mistakes per minute of typing : 98-100%	95-97%	Less than 94%

Keyboarding Grades:

Technique is 50%

Work Ethic is 25%

Accuracy is 15%

Speed is 10%

